

13. Consideration of staff's recommendation to approve Contract #1232-N with AT&T for MegaLink telecommunication circuits, totaling \$131,196.00 over the next 29 months.

Mr. Rapson stated that this was the communication hub for the 911 telecommunication center and the six radio towers. He stated that AT&T mandates that there should be a 36 month contract and staff negotiated the contract down to 29 months in an effort to realign the contract with the County's fiscal year budget.

Commissioner Brown moved to approve Contract #1232-N with AT&T for MegaLink telecommunication circuits, totaling \$131,196.00 over the next 29 months. Commissioner Oddo seconded. The motion passed 5-0.

14. Consideration of the Water Systems' request to upgrade its water bill remittance processor system by issuance of a sole source contract with the single provider of the complete system, Creditron, in the amount of \$91,090.00 and to issue an annual maintenance agreement with Opex after the 30-day equipment warranty period in the amount of \$9,480.90 for a total of \$100,570.90.

Water System Director Lee Pope stated that this request is to replace the bill remittance processor. He stated that the goal is to put the three processors into one machine which would make the Water System more efficient.

Further discussion followed.

Commissioner Oddo moved to approve the Water Systems' request to upgrade its water bill remittance processor system by issuance of a sole source contract with the single provider of the complete system, Creditron, in the amount of \$91,090.00 and to issue an annual maintenance agreement with Opex after the 30-day equipment warranty period in the amount of \$9,480.90 for a total of \$100,570.90. Commissioner Brown seconded. The motion passed 5-0.

15. Consideration of the County Attorney's recommendation to approve an amended agreement between Fayette County and the Town of Woolsey for municipal court services.

County Attorney Dennis Davenport briefed the Board regarding the amendment of the agreement. He stated that this agreement would allow the state court to sit as the municipal court for the Town of Woolsey to adjudicate any citations that were issued and any fines that would be levied would go to the County for providing the service. He corrected a typo of the agreement.

Commissioner Oddo moved to approve the County Attorney's recommendation to approve an amended agreement between Fayette County and the Town of Woolsey for municipal court services with the corrections as stated. Commissioner Rousseau seconded. Commissioner Brown added an amendment to accept the noted changes to Separability Clause as stated by the County Attorney. Commissioner Oddo amended the motion. Commissioner Rousseau amended the second. The motion passed 5-0.

16. Consideration of the County Attorney's recommendation to approve the disposition of tax refunds, as requested by Mercedes Perera, in the aggregate amount of \$1,765.34 for years 2015 and 2016.

Mr. Davenport briefed the Board regarding this request.

Vice Chairman Ognio moved to approve the disposition of tax refunds, as requested by Mercedes Perera, in the aggregate amount of \$1,765.34 for years 2015 and 2016. Commissioner Oddo seconded. The motion passed 5-0.



Fayette COUNTY

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"WHERE QUALITY
IS A LIFESTYLE"

To: Steve Rapson
From: Ted L. Burgess
Date: January 12, 2017
Subject: Contract 1164-N: Water Bill Remittance Processor

The Water System requests the upgrade of its water bill remittance processor system by issuance of a sole-source contract with the single provider of the complete system.

Water System customer bills are created by Munis. Water System staff mail the bills to the customers. While there are various ways for customers to pay water bills (e.g. online, automatic bank draft, or drop box), an average of 12,000 customers mail a paper check each month, along with the specified portion of the bill, to the Water System. Staff uses a Creditron remittance-processing system to open the envelopes, record the payments, and create an electronic file for submission to Wells Fargo Bank, where the remittances are deposited in the county's account. Remittance-processing software interfaces with Munis, but is not a part of Munis.

Three pieces of hardware are currently used in remittance processing:

1. The Opex mail opening machine opens the envelopes, as the name suggests (Attachment 1).
2. After envelopes are opened, the remittances are processed through the second machine (Attachment 2). This machine scans and processes payments, and builds an electronic file to update customer account information.
3. Staff scans customers' checks – front and back – using a separate scanner (Attachment 3). This is to build the electronic files necessary to remit collections to Wells Fargo Bank, so they can be deposited in the county's account.

Previously, two companies made this *hardware* – Opex and NCR. NCR has discontinued this product, leaving Opex as the sole hardware provider. One firm – Creditron – produces the *software* needed for the entire operation. Other firms produce software that will perform segments of the process, but not from beginning to end. Using software from multiple companies would introduce the probability of software incompatibility, increase the number of vendors that provide support and charge annual

support fees, and increase the likelihood of disputes as to who is responsible for repairs, malfunctions, or other problems.

In conducting due diligence, and to ascertain that there were not suitable alternative products available, the Purchasing Department issued Request for Proposals (RFP) #1164-P to invite proposals for water bill remittance processing hardware and software. The Department emailed notices of the opportunity to 12 qualified companies. An additional 108 vendors were notified through the Internet-based Georgia Procurement Registry. Invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), and Channel 23.

Only representatives from the hardware maker (Opex Corporation) and two software firms (Creditron and Wausau Financial Systems, Inc.) attended a mandatory pre-proposal conference on October 20, 2016. Opex did not submit a proposal; however, the two software firms submitted proposals, as follows:

- **Creditron:** This company presented a proposal that included both their Creditron software and Opex hardware, including everything the Water System needs under a single procurement.
- **Wausau Financial Systems, Inc.:** This firm's proposal covered only the scanning operation for creating electronic banking files. It did not provide mail opening, sorting, and other necessary features.

In their response to the RFP, Creditron had proposed to provide the system, including both the Opex hardware and Creditron software, for a total of \$100,194.50 (excluding annual maintenance fees). However, their pricing policy would allow them to sell us a new system as an *upgrade* since we are existing customers, for \$82,215.00. This would mean an additional discount of \$17,979.50 (18%). The full price of the upgrade, including maintenance contracts on the hardware and software, would be as follows:

	Opex Hardware	Creditron Software	Total
FIRST YEAR COSTS: CREDITRON			
Listed Price	\$68,715.00	\$49,000.00	\$117,715.00
Discount	<u>(5,500.00)</u>	<u>(30,000.00)</u>	<u>(35,500.00)</u>
Net Initial Price	\$63,215.00	\$19,000.00	\$82,215.00
Maintenance	<u>0.00</u>	<u>8,875.00</u>	<u>8,875.00</u>
Total 1 st Year Creditron	<u>\$63,215.00</u>	<u>\$27,850.00</u>	<u>\$91,090.00</u>

FIRST YEAR: OPEX (Separate Contract)

Mail-Opener Maintenance (After 30 day Warranty) \$9,480.90

ON-GOING COSTS (After the Initial Year)

Creditron Maintenance - Pay to Creditron \$8,875.00

Opex Maintenance - Pay to Opex (Separate Contract) 9,480.90

The Water System recommends purchase of the upgrade package.

Specifics of the proposed contract are as follows:

Contract Name	1164-N: Water Bill Remittance Processor
Type of Contract	Upgrade of existing system (sole source)
Vendor	Creditron, Inc.
Amount	
Hardware & Software	\$91,090.00 One-time expense
Hardware annual maint.	9,480.90 Per year – paid to Opex
Software annual maint.	8,875.00 Per year – paid to Creditron

Budget:

	FY 2017
	<u>Budget</u>
HARDWARE BUDGET	
Replacement: 50541010 542530	\$52,530.00
SOFTWARE BUDGET	
Replacement: 50541010 542410	39,400.00
Maintenance: 50541010 522236	<u>8,875.00</u>
TOTAL BUDGETED	<u>\$100,805.00</u>